

WHAT TO DO

When Your Business Has a Positive Case Of COVID-19

STEP 1: Notify Public Health of the positive case according to current state guidelines, call **937-225-6217**

STEP 2: Doctor/medical provider who ordered the test must report results to Public Health

Further Actions Businesses Should Take:

Be Transparent

Make staff aware of what is being done to protect them, such as disinfecting workspaces and quarantining close contacts, but do NOT disclose name of employee who tested positive.

Begin Internal Contact Tracing Process

A **Close Contact** has been **within 6 feet of the positive case for 15 minutes or longer** (ex. shared cubicle, sitting together in breakroom at lunch) within 48 hours before positive case develops symptoms or if no symptoms, then 48 hours prior to being tested.

To Determine a Close Contact

Remember these numbers: **6-15-48**

- Within **6 feet** of the person who tested positive
- For **15 minutes** or longer and
- 48 hours** before they developed symptoms or tested positive

Quarantine Options

- 1 Stay at home for 14 days after last exposure**
Best for those living or working in congregate workplaces or high density workplaces
- 2 Stay at home for 10 days after last exposure**
or
Stay at home for 7 days after last exposure
with a negative test 5 days after last exposure

Practice Thorough & Regular Cleaning

7
DAYS

Close off areas used by sick person

for prolonged periods of time if it has been less than 7 days since the sick employee has been in the facility. In most cases, you do not need to shut down your facility.

24

Wait 24 hours before cleaning

and disinfecting to minimize potential for other employees being exposed to respiratory droplets. If waiting 24 hours is not feasible, wait as long as possible.



Open doors and windows

to increase air circulation if it has been 7 days or more since the sick employee used the facility, additional cleaning and disinfection is not necessary.

Continue Thorough Daily Symptom Checks/Screenings of Staff

Take a thorough screening. Take temperature, check if employee has developed a new cough, shortness of breath, etc. Remind staff to let their supervisor know if they become sick during their workday.

Make Sick Staff Stay Home

Staff should be excluded from work for 10 days after symptom onset and resolution of fever for at least 24 hours, without the use of fever-reducing medications and with improvement in other symptoms.

Vaccinated Persons

Vaccinated Persons with an exposure to someone with suspected or confirmed COVID-19 are *not required* to quarantine if they meet all of the following criteria:

- **Are fully vaccinated (i.e., ≥2 weeks following receipt of the second dose in a 2-dose series, or ≥2 weeks following receipt of one dose of a single-dose vaccine)**
- **Are within 3 months following receipt of the last dose in the series**
- **Have remained asymptomatic since the current COVID-19 exposure**

Persons who do not meet all 3 of the above criteria should continue to follow the above quarantine guidance after exposure to someone with suspected or confirmed COVID-19.

For more information visit <https://coronavirus.ohio.gov> and follow the Responsible Restart Ohio Guidelines.