## **Confirmed COVID-19 Case - Response Flowchart - Office Locations**

Close Contact means-Working with, socializing with or caring for an individual with a confirmed case of COVID-19 for a prolonged period of time (greater than 15 minutes) within 6 a foot distance without the use of approved personal protective equipment (fitted N-95 mask and face shield) OR is living with someone who has COVID-19 OR has come in direct contact with bodily fluids of an infected person (e.g. was coughed on, sneezed on or shared food and/or drink).

Secondary Contact means-Working with or socializing with an individual with a confirmed case of COVID-19 at a distance greater than 6 feet and has not come in direct contact with bodily fluids of an infected person (e.g. was coughed on or sneezed on or shared food and/or drink).

**Confirmed COVID-19 Case** means-An individual who has been tested for COVID-19 and has received a postive result (has the virus).

**Contact Tracing Form**-This form will assist teams to determine who has had close contact and who has had secondary contact with the confirmed case. The form will also help determine what areas require a deep cleaning.

The individual receives a positive test

result (continues to have the virus)

The individual continues to follow the

medically prescribed instructions

The individual has isolated for the

prescribed time, has no signs or

symptoms and is re-tested

The individual receives a negative test result

The individual receives a

positive test result

(has contracted the virus)

The individual follows their

medical professionals'

recommendations

The individual has isolated for

the medically prescribed time

(minimum 14 days) and is re-tested

Individuals may return to the office and continue current protocols

