

# Employer COVID-19 Response Overview

Employee reports they are COVID-19 positive.

**Has employee reported to a worksite within the past 14 days?**

**NO**      **YES**

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Make sure employee stays home until eligible to return to work.

- 1) Send employee (COVID-19 case) home for self isolation until eligible to return to work. If possible, offer telework assignment.
- 2) Report case to workers' comp administrator (Sedgwick) within three business days - SB 1159 <https://intake.sedgwick.com/u/outbreak/positiveresult>.
- 3) Provide Notice of Potential Exposure to employees and unions within one business day - AB 685
- 4) Make sure worksite and common areas visited by COVID-19 case are immediately cleaned and disinfected.
- 5) Find out if COVID-19 case had close contact with other employees. If so, send close contacts home to self-quarantine. Offer telework assignment if available.
- 6) Offer COVID-19 testing to potentially exposed employees (for free during work hours).
- 7) If COVID-19 case is work related:
  - a) Offer workers' comp claim form and other applicable benefits.
  - b) Evaluate and correct workplace hazards that may have contributed to transmission of virus.
  - c) Record in Cal/OSHA Form 300 log.
  - d) If case is a serious injury/illness or results in death, report to Cal/OSHA.

**Is there a workplace outbreak (3+ positive cases within 14 day period)?**

**NO**      **YES**

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Additional actions not required at this time.

- 1) Notify local public health department within 48 hours - AB 685
- 2) Offer COVID-19 testing to all employees at the exposed workplace (for free during work hours). Requirement includes:
  - a) Immediate testing.
  - b) Testing one week later.
  - c) Continue offering employees that remain at work testing once per week until no new cases are detected for 14 days.
  - d) Additional testing may be required by local health department.
- 3) Investigate to determine possible workplace related factors that contributed to outbreak and correct hazards.
- 4) Add "Additional Consideration #1" to COVID-19 Prevention Plan (CPP).

**Is there a major outbreak (20+ cases within 30 day period)?**

**NO**      **YES**

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Additional actions not required at this time.

- 1) Offer employees who remain at the workplace COVID-19 testing twice per week until no new cases are detected for 14 days.
- 2) In sites with mechanical ventilation, work with ISD or building owner to filter recirculated air with MERV 13 or higher filters. If not possible, use filters with the highest compatible filtering efficiency.
- 3) Determine if portable/mounted HEPA filtration unit or other air filtration system would reduce risk of transmission. If so, implement use if feasible.
- 4) Determine if need a respiratory protection program or evaluate existing program.
- 5) Evaluate if operations need to be halted to correct hazards.
- 6) Add "Additional Considerations #2" to CPP.