



## COVID-19 Reminders

- When an employee reports testing positive with COVID-19, supervisors should complete the COVID-19 Reporting Survey (linked below).  
[https://sanbernardinohr.qualtrics.com/jfe/form/SV\\_9vgQmaWopFih05U](https://sanbernardinohr.qualtrics.com/jfe/form/SV_9vgQmaWopFih05U)
- Confirmed COVID-19 cases with symptoms must be excluded from the worksite until they have completed isolation requirements (see Table A on Page 2 for isolation guidance). These employees should complete the CEHW Return to Work Survey (linked below) and receive clearance from the CEHW prior to returning to work.  
[https://sanbernardinohr.qualtrics.com/jfe/form/SV\\_dgJzwUYqZPbjSpU](https://sanbernardinohr.qualtrics.com/jfe/form/SV_dgJzwUYqZPbjSpU)
- Confirmed COVID-19 cases with no symptoms are not required to be excluded from the workplace (See Table A on Page 2). However, employees with no symptoms should complete the CEHW Return to Work Survey (linked below) to attest that they are asymptomatic. [https://sanbernardinohr.qualtrics.com/jfe/form/SV\\_dgJzwUYqZPbjSpU](https://sanbernardinohr.qualtrics.com/jfe/form/SV_dgJzwUYqZPbjSpU)
- Per Cal/OSHA regulations, COVID-19 cases who return to work must wear a face covering indoors for 10 days from the start of symptoms or if the person did not have COVID-19 symptoms, 10 days from the date of their first positive COVID-19 test.
- After the reporting is complete, departments should email the COVID-19 exposure notification to the exposed group at the worksite. The exposed group at the worksite is any employee who was at the worksite during an employee's infectious period. The infectious period is defined as a minimum of 24 hours before the onset of symptoms until 24 hours have passed with no fever, without the use of fever-reducing medications, and symptoms are mild and improving. For COVID-19 cases with no symptoms, there is no infectious period for the purpose of isolation or exclusion.
- If a worksite reports 3 or more positive cases in a 7-day period, the worksite is subject to additional outbreak requirements (see Page 4 for additional information).



### COVID-19 Isolation Guidance

Table A: Isolation Guidance for Employees who test positive for COVID-19

Isolation Guidance	
Confirmed COVID-19 cases with symptoms	<p>Employees are advised to isolate until they have met the following criteria:</p> <ul style="list-style-type: none"><li>-Symptoms are mild and improving, AND</li><li>-Employee is fever-free for 24 hours (without the use of fever-reducing medication).</li></ul> <ul style="list-style-type: none"><li>• If fever is present, employee should continue isolation until 24 hours after fever resolves.</li><li>• If symptoms, other than fever, are not improving, employee should continue to isolate until symptoms are improving.</li><li>• If the employee has severe symptoms or is at high risk of serious disease or has questions concerning care, they should contact their healthcare provider for available treatments.</li><li>• Employees with a confirmed positive test and symptoms should wear a well-fitting mask around others for a total of 10 days after their symptom onset date.</li></ul>
Confirmed COVID-19 cases with no symptoms	<ul style="list-style-type: none"><li>• Employees with a confirmed positive test and no symptoms are <u>not</u> required to isolate unless symptoms develop.</li><li>• Employees with a confirmed positive test and no symptoms should wear a well-fitting mask around others for a total of 10 days after their first positive test.</li><li>• If COVID-19 symptoms develop, follow the guidance above.</li></ul>

**Infectious Period:** For COVID-19 cases with symptoms, it is a minimum of 24 hours from the day of symptom onset. COVID-19 cases may return to work if 24 hours have passed with no fever, without the use of fever-reducing medications, and their symptoms are mild and improving. For COVID-19 cases with no symptoms, there is no infectious period for the purpose of isolation or exclusion.



**Close contact:** In indoor spaces of 400,000 or fewer cubic feet per floor (such as homes, clinic waiting rooms, airplanes, etc.), close contact is defined as sharing the same indoor airspace for a cumulative total of 15 minutes or more over a 24-hour period (for example, three individual 5-minute exposures for a total of 15 minutes) during a confirmed case's infectious period. In large indoor spaces greater than 400,000 cubic feet per floor (such as open-floor-plan offices, warehouses, large retail stores, manufacturing, or food processing facilities), close contact is defined as being within 6 feet of the infected person for a cumulative total of 15 minutes or more over a 24-hour period during the confirmed case's infectious period. Spaces that are separated by floor-to-ceiling walls (e.g., offices, suites, rooms, waiting areas, bathrooms, or break or eating areas that are separated by floor-to-ceiling walls) must be considered distinct indoor airspaces.

Please visit the [CAL/OSHA website](#) for more information.



## COVID-19 OUTBREAK REMINDERS

- In the event of a COVID-19 outbreak (3 or more COVID-19 cases at a worksite within a 7-day period), departments should send out the COVID-19 outbreak notification and copy their department's assigned Risk Control Specialist (DRCS) to the email.

### Outbreak Guidance

- Employees in the exposed group (All employees at a work location, working area, or a common area at work, where an employee COVID-19 case was present at any time during the infectious period) are required to wear face coverings when indoors, or when outdoors and less than six feet from another person until there are no new cases in the exposed group in a 7-day period. A common area at work includes bathrooms, walkways, hallways, aisles, break or eating areas, and waiting areas. A place where persons momentarily pass through, without congregating, is not a work location, working area or a common area at work.
  - Employees in the exposed group are still required to wear face coverings when out on County business e.g., when visiting another County building.
- Tests must be made available for employees in the exposed group.
- Respirators will be provided upon request for voluntary use to employees in the exposed group.
- It is recommended that signage is posted throughout the work area indicating that masks are required.
- Department will evaluate whether it is necessary that members of the public who enter a worksite that has been deemed a COVID-19 Outbreak worksite during the pendency of an Outbreak be recommended to wear a mask. Only those locations identified as Outbreak worksites would be recommended for mask wearing. Upon completion of the mandated Outbreak protocol, the recommended mask wearing would be eliminated.
- Departments must evaluate whether it is necessary to implement physical distancing and barriers during an outbreak.

### Major Outbreak (20 or more cases) Guidance from COVID Prevention Plan (CPP):

- In the event, that there are 20 or more work related COVID-19 cases within a 30-day period at one worksite, your assigned Human Resources Business Partner (HRBP) and a Department Risk Control Specialist (DRCS) from Risk Management will coordinate with your leadership team on an appropriate response and support for your department.
- For major outbreaks, COVID-19 testing is required of all employees in the exposed group, regardless of vaccination status, twice a week or more frequently



if recommended by the local health department. Employees in the exposed group must be tested or shall be excluded and follow the return-to-work requirements starting from the date that the outbreak begins.

- The department will work with the HRBP and Risk Management to evaluate whether to halt some or all operations at the workplace until COVID-19 hazards have been corrected.
- Respirators for voluntary use will be provided to employees in the exposed group, and the need for a respiratory protection program or changes to an existing respiratory protection program to address COVID-19 hazards, will be evaluated by Risk Management.
- Risk Management will report the major outbreak to Cal/OSHA in accordance with 8 CCR 3205.1(g)(2)

\*Please reference your Department's COVID Prevention Plan for additional information.