



## **GUIDANCE FOR BUSINESSES AND WORKPLACES WHEN AN EMPLOYEE TESTS POSITIVE FOR COVID-19**

If you are a business owner or operator and one of your employees tests positive for COVID-19, you may have questions about what you should do next. If the sick employee never came to work while showing symptoms, no action is required.

If the sick employee **DID** come to work while showing symptoms, Contra Costa Health Services (CCHS) recommends the following:

1. Cease operations, close your facility, and thoroughly sanitize it. For instructions for sanitizing your facility, visit <https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html>. Your facility can reopen as soon as it has been sanitized.
2. Instruct the sick employee to self-isolate at home until they are well and for at least 10 days after symptoms began. If they tested positive, but did not have any symptoms at the time of testing they should isolate at home for 10 days from the date the test was performed. For instructions for self-isolation and health monitoring, visit <https://bit.ly/2BX8eFQ>. When your employee's isolation period is complete, and they are no longer experiencing symptoms, *it is not our guidance to require a negative test in order to return to work since the test can be positive for weeks even though the person is no longer infectious.*
3. Inform other employees that they may have been exposed to COVID-19 and the day(s) on which the potential exposure occurred. If you take this step, you should also instruct your employees to closely monitor themselves for any symptoms of COVID-19 (fever, coughing, and/or shortness of breath) for 14 days and encourage them to get tested.
4. Assist CCHS with stopping the spread in our community by reporting the positive case. CCHS staff will work with you to identify and contact employees who may have been in contact with the positive case in order to provide access to testing and medical care. CCHS staff can answer any questions and provide guidance for your business.

You should consult your business's legal and health advisors when implementing any part of this guidance.

Please remember to always wear face coverings and socially distance in the workplace. If you or your employees are concerned about COVID-19 exposure, testing is available through your medical provider, and CCHS. To schedule an appointment, call 1 (844) 421-0804 or visit [coronavirus.cchealth.org/get-tested](https://coronavirus.cchealth.org/get-tested).

**Additional guidance and a workplace checklist can be found at:**

<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/Workplace-Outbreak-Employer-Guidance.aspx>