

## My employee was exposed to COVID-19. What do I do now?

There is much fear surrounding COVID-19 statewide. The question often comes up, “What do I do if my employee was exposed to COVID-19?” **You do not need to be a doctor** to know what to do in this circumstance, as long as you follow the process below.

**First**, find out whether they are a **close contact** of someone with COVID-19? What is a close contact? They are someone who, in relation to a person with *known COVID-19* was:

- Less than 6 feet away
- For at least 15 minutes
- Regardless of whether they or the person they were exposed to was wearing a mask

**Second**, if the person is a close contact, do they have symptoms of COVID-19? The symptoms of COVID-19 are as follows:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

**If** they have any of these symptoms, they need to see their doctor to see if a COVID-19 test is right for them. At Family Health Center, we are seeing our established patients and also those wanting to establish care with us indefinitely for their preventative health needs and chronic issues. We are not seeing patients for COVID-19 concerns who already have a Primary Care Provider (PCP) elsewhere.

**If** they do not have the above symptoms, **they should not be tested for COVID-19**. It will do little to reassure the employee or employer that the employee does not have COVID-19, and a person can test positive shortly after they test negative. **Please do not send them to Family Health Center to be tested just because they are a close contact of someone with known COVID-19. They also do not need a note for work, apart from this handout.**

**If** your employee is not an essential worker as defined at the link below, your employee **does** need to self-quarantine in their home for 14 days if they indeed were a close contact (as defined above). If they develop any of the above symptoms then they should be seen by their doctor to determine if a test is needed. Also, if they are a close contact, the State of Texas (Department of State Health Services) should be reaching out to them shortly to review their quarantine process with them.

Finally, see these **important** resources for further information.

<https://covidwaco.com/wp-content/uploads/2020/07/FAQsforEmployers.pdf>

<https://dshs.texas.gov/coronavirus/docs/LettertoTXEmployers.pdf>

<https://www.cisa.gov/identifying-critical-infrastructure-during-covid-19>

[https://www.cdc.gov/coronavirus/2019-ncov/downloads/Essential-Critical-Workers\\_Dos-and-Donts.pdf](https://www.cdc.gov/coronavirus/2019-ncov/downloads/Essential-Critical-Workers_Dos-and-Donts.pdf)