

# Jefferson County Commission

County Attorney's Office

Risk Management Division



## COVID-19 Exposures

The Risk Management Division will collect and monitor ALL Jefferson County Commission employee COVID exposure cases.

### **Notification of COVID-19 Exposures**

All employee confirmed COVID-19 cases should be reported to Risk Management immediately. Once Risk Management is notified of a confirmed COVID-19 case the following will take place:

- The confirmed COVID-19 case will be contacted by Risk Management. Exposure information and pertinent contact tracing information will be gathered at this time.
- Employee close contacts of the confirmed COVID-19 case will be identified and contacted. Close contacts are defined by CDC as someone within 6ft for 15 minutes or more collectively within a 24-hour period with a confirmed positive case. The two must be present. Only those confirmed by Risk Management will be notified. COVID-19 is a confidential and sensitive health matter. Therefore, it will be handled per HIPAA laws and with confidentiality of the exposed case. Once close contacts are notified, they will be asked their vaccination status to determine if a quarantine is needed. Close contacts should respect the confidentiality of the matter and not spread confidential information to others. There will be no further notification or discussion with any other staff or personnel regarding these matters.
- Non-work-related close contact notifications will be evaluated for appropriate quarantine periods based on the exposure and the employee's vaccination status.

### **Recommended Quarantine Periods-Per Center for Disease Control and Prevention (CDC) to include exposures for Vaccinated and Unvaccinated Persons**

- Confirmed COVID-19 cases with mild to moderate symptoms should quarantine for a minimum of 10 days after their 1<sup>st</sup> positive test and at least 24 hours from their last fever without fever reducing medication. Depending on the severity of the symptoms quarantine and isolation periods may be longer.
- Confirmed COVID-19 cases that are asymptomatic should quarantine for a minimum of 10 days from the positive test date.

- For persons who have been identified as a Close Contact of a confirmed COVID-19 case and is fully vaccinated (2 dose Pfizer or Moderna vaccine or 1 dose J&J vaccine) do not have to quarantine after an exposure. The fully vaccinated employee can continue working until he or she develops symptoms or test positive for COVID. In the event symptoms develop or test positive, the employee should quarantine immediately.
- For persons who have been identified as a Close Contact of a confirmed COVID-19 case and is not vaccinated, they will be asked to quarantine for at least 10 days up to 14 days from the last date of exposure. Testing negative will not shorten the quarantine. During this time, you should monitor yourself for the illness or symptoms. If you develop illness or symptoms during this time, you should seek medical attention and/or consider taking a COVID-19 test.

### **COVID-19 Disinfecting Treatment**

- Department Head or designee will contact Risk Management to request disinfecting of the affected area(s) of a COVID-19 exposure.
- Risk Management will send notification to General Services to schedule and/or perform a disinfecting treatment as it relates to the affected area(s).

### **Return to work instructions from a COVID-19 exposure**

- Once the employee has completed their quarantine period and no longer has a fever for 24 hours without fever reducing medication, the employee will be ready to return to work.
- Temperature checks will be required before returning to work. The employee can go by any Urgent Care, Medical Provider or Fire Department and have their temperature documented. Temperatures should be documented on an official form and copy sent to Risk Management.
- If the employee has no fever, they will be able to return to work that same day. If the employee exhibits a fever at the time of the temperature check, the employee will be asked to continue quarantine as directed by the CDC or Jefferson County Health Department guidelines. The employee should contact Risk Management for notification of continued quarantine due to fever. Employee should monitor temperature at home. Note: The employee should be fever free without fever reducing medication for 24 hours before seeking another temperature check.

When the employee is cleared to return to work, the employee should continue to practice social distancing, wearing a mask when interacting with others, sanitize highly touched surfaces regularly, and wash or sanitize hands often. Employees should continue to wear appropriate PPE where applicable.

**Contact Risk Manager at (205)214-5509 or Office at (205) 325-5110, if you have questions.**