

Supervisors Guide to Addressing Reports of COVID-19 Exposure

COVID-19 is a new strain of virus in a family of viruses called coronavirus. Most coronavirus cause illnesses like the common cold; because this is a new strain, **some** people are experiencing severe symptoms.

Symptoms of COVID-19

- Fever greater than 100.5°F/38°C
- Cough
- Shortness of breath
- Chest pain when you breathe
- Difficulty breathing

How is COVID-19 spread?

- Close contact with an infected person (within about 6 feet) for a prolonged period of time—several minutes to hours
- Directly being sneezed or coughed on by someone who has the virus
- Recent travel to an area with sustained new cases

If an employee is diagnosed with COVID-19 or suspect they have been exposed:

Contact **Your Local Public Health Officials** at <https://www.colorado.gov/pacific/cdphe/find-your-local-public-health-agency>

- Advise the employee to **stay home and self-isolate** until provided public health guidance. There is no one-size-fits-all recommendation. Each exposure case is unique and will be quickly assessed with individual guidance provided following current CDC guidelines.
- Advise staff with moderate to severe **symptoms** (example: shortness of breath or difficulty breathing) to **seek medical care**.
 - They should **call ahead** to alert medical personnel of their potential exposure.
- Notify other local personnel of potential exposure **ONLY** if advised by local Public Health. Staff with “close contact” will be assessed to determine risk and need to self-isolate or self-monitor.
- **Notify** Ashley.Stokes@colostate.edu
- **Protect the employee's privacy** by not sharing information with other staff.
- Ensure **social distancing and hygiene practices** are being followed in the workplace.

When can the employee return to work?

If **diagnosed with COVID-19**, the employee can return to work that may involve contact with others:

1. When **directed by their provider**, or per **CSU/local Public Health guidance**
AND
2. When they have met the following:
 - A. **At least 72 hours without a fever** while not taking fever reducing medication, and **improvement in respiratory symptoms**,
 - AND**
 - B. **At least 7 days** have passed since symptoms first appeared

For more information about the virus and CSU's response, visit:

www.safety.colostate.edu/coronavirus

