

What should I do if my employee tests positive?



1

Immediate Response.

- Clean and disinfect the workplace, focusing on high-touch surfaces and around the employee's workstation.
- In most cases, closing your facility is not necessary, provided you can maintain staffing needs while following guidance.

2

Gather important information.

- You should determine:
 - The last date your employee worked.¹
 - A list of people who may have had close contact² with your employee.
- You can use this flow chart to find out if close contacts need to quarantine: www.maine.gov/dhhs/mecdc/infectious-disease/epi/airborne/documents/COVID-19-Quarantine-Flow-Chart.pdf

3

Prevent the spread of COVID-19 in the workplace.

- Inform fellow employees of their possible exposure while maintaining confidentiality.
- Individuals who tested positive should remain in isolation and individuals who are close contacts may need to quarantine at home.
- Encourage employees to wear face masks.
- Encourage employees to self-screen for symptoms daily.

4

Support employees who must stay home from work for quarantine or isolation.

- This may include employees who must stay home to care for sick family members.
- Share resources on stress and mental health and programs or benefits that may be available: www.maine.gov/dhhs/mecdc/infectious-disease/epi/airborne/documents/Mental-Health-Resource.pdf
- Provide options for telework if possible.

For more information and resources, visit: www.maine.gov/dhhs/coronavirus

1: The infectious period starts up to 2 days prior to symptom onset until symptoms are resolved.

2: A close contact is someone who has been within 6 feet of a COVID-19 case for 15 minutes or more.