## COVID-19
Prevention and Response for Employers

### PREVENTION

**Identify, Exclude, Protect**

- Identify and exclude contagious employee(s) from contact with others.
- Protect workers from exposure of infected customers or co-workers.
- Protect customers from exposure to infected workers or other customers.

**Conduct an Assessment**

- Which staff and employees are at high risk?
- Does this site participate in activities that reduce transmission?
- Are there exit or shift change cleaning procedures?
- Do employees receive timely communications?
- Do employees and customers need resources in multiple languages?
- Are there locations where employees routinely congregate?
- Are tools or equipment frequently shared by employees or visitors?
- Does customer flow allow for social distancing?

### Critical Infrastructure Workers/Essential Employees

Identified as close contacts that are not experiencing symptoms may continue to work; however, the following practices must be in place:

**Pre-Screen:** Employers must measure the employee’s temperature and assess symptoms before starting work. Ideally, temperature checks should happen before entering facility.

**Self-Monitoring:** Checking for COVID-19 symptoms, including fever, cough, difficulty breathing, loss of taste and smell, GI symptoms (such as diarrhea and abdominal pain) or headache. If symptoms appear, self-isolate, inform employer, and contact a medical provider for evaluation.

**Wear a Mask:** If exposed, the employee should wear a facemask at all times while in the workplace for 14 days after their last exposure. Employers can issue facemasks or can approve employees’ supplied cloth face coverings if shortage occurs.

**Social Distance:** Employees should maintain a distance of 6 feet or more from others as work duties permit.

**Disinfect and Clean Workspaces:** Routinely clean and disinfect all areas such as offices, bathrooms, and common surface areas.

### Non-Critical Infrastructure Workers / Non-Essential Employees

Who are identified as close contacts are required to quarantine until cleared by public health to work. Employers should implement CDC’s *Interim Guidance for Businesses and Employers to Plan and Respond to Coronavirus Disease 2019* to help prevent and slow the spread of COVID-19.

For questions or to report cases, email: [covid19@stclaircounty.org](mailto:covid19@stclaircounty.org)
What if an employee becomes a case?

**Positive COVID-19 Case Identified**

- **Public Health Interviews Case**
  - Isolation Order issued to case
  - Employer(s) identified for notification
  - Public Health Nurse contacts employer(s) to notify of case and checks on their procedure to reduce transmission

**IMPORTANT**

Protect the confidentiality of the employee. **DO NOT** disclose to staff or third persons the name or personal or information of the employee who tested positive for COVID-19 except to the local health department under Michigan Public Health Code Act 368 of 1978.

This is also addressed in section §164.512(b) of the HIPAA regulations. The relevant sections of the Michigan Public Health Code and Administrative Rules: Section 333.5111 (1) b - Requirements for reporting communicable diseases R 325.173 - Administrative rules detailing the reporting of communicable and serious communicable diseases.

---

**SCCHD Email:** covid19@stclaircounty.org

**SCCHD Website:** www.scchealth.co

**SCCHD COVID-19 Hotline:** (810) 966-4163