



COVID-19 CLOSE CONTACT EXPOSURES

After an employee has been made aware of a Close Contact Exposure to an Individual who has tested positive for COVID-19, the following protocol is to be followed:

1. Start Precautions IMMEDIATELY

- **Wear a high-quality mask or respirator** (e.g., N95) as soon as you find out you were exposed.
- Take [extra precautions](#) if you will be around people who are [more likely to get very sick from COVID-19](#).
- **Call your supervisor as soon as possible.** (Your supervisor will ask screening questions, and then forward the information to the Assistant Village Administrator/HR Director) for further follow-up.

2. One-Time Exposure: If an employee has no symptoms of COVID-19, the employee may return to work when the following guidelines are followed:

- **Wear a high-quality mask or respirator (e.g., N95) through day 10** at all times when inside a Village facility or vehicles, or when within six feet of anyone outdoors.
- **Get tested for COVID-19 on Day 5:**
 - **Day 0** is the day of your last exposure to someone with COVID-19
 - **Day 1** is the first full day after your last exposure
- **Continue to monitor for [symptoms](#).** (You can still develop COVID-19 up to 10 days after you have been exposed)
- **If you develop [symptoms of COVID-19](#)**
 - Isolate immediately
 - Get tested for COVID-19
 - Stay home until you know the result.
- **If your test result is positive,** follow the Village's isolation requirements for Positive Covid-19.

3. On-Going Household Exposure

- **Get tested for COVID-19 on Day 1**
 - **Day 0** is the day of your last exposure to someone with COVID-19
 - **Day 1 is the first full day** after your last exposure
- **If Day 1 test is negative**, the employee may return to work when the following guidelines are followed:
- **Wear a high-quality mask or respirator (e.g., N95) through day 10** at all times when inside a Village facility or vehicles, or when within six feet of anyone outdoors.
- **Get tested for COVID-19 on Day 5**
- **If Day 5 test was negative**, test again 5 days after positive household member completes their 10-day isolation period. *(Note: Every day that you are exposed to a positive household member during their 10-day isolation period restarts the clock at (Day 0).*
- Employees who have an on-going household exposure and are able to perform their work on a remote basis are encouraged and may be required to do so during their applicable quarantine period, as permitted or required by the applicable Department Director.
- **Continue to monitor for [symptoms](#)**. (You can still develop COVID-19 up to 10 days after you have been exposed)
- **If you develop [symptoms of COVID-19](#)**
 - Isolate immediately
 - Get tested for COVID-19
 - Stay home until you know the result.
- **If your test result is positive**, follow the Village's isolation requirements for Positive Covid-19.