

City of Middletown Health Department

POSITIVE COVID-19 PROCESS



Public Health
Prevent. Promote. Protect.

Employers:

- **Immediate action**
 - If not at home, send home immediately!
 - If home, stay home and expect call from local Health Department if you have not received a call already.
 - Encourage employee to listen to local Health Department and stay home until cleared.
- **Prepare**
 - List of contacts of fellow employees who were within 6 feet or less of the positive employee for a cumulative of 15 minutes or more over a 24 hour period.
 - Count 2 days before illness up until last day worked and include those employees that worked during that time period.
 - For asymptomatic persons count 2 days prior to positive test results up until the last day the employee(s) worked.
 - If available, list of patrons who would have been in close contact.
 - Prepare for close contact(s) to be quarantined for 14 days.
 - Prepare for positive employee(s) to be isolated for 10 days.
 - Reinforce a strong mask and social distancing policy.
- **Call**
 - Contact your local Health Department 513.425.1818.
 - Ask to speak with a nurse.
- **Send**
 - Send prepared lists of contacts via email to assigned local Health Department staff member or fax to 513.425.7852.
- **Clean**
 - Due to delays in notification of positive cases, it is recommended by the Ohio Department of Health to thoroughly clean all rooms & **all high touch surfaces** as part of your daily regime.
- **Monitor/Report**
 - Everyone should self-monitor daily for signs/symptoms.
 - If anyone develops symptoms within 10 days, tell them to contact the CMHD and primary care physician.
 - Report rumors of **quarantined** staff members becoming symptomatic.

NOTE: Health Department recommendations will take into account each business operation or unique situation which will be discussed during the call with the local health department nurse. Positive staff members may not return to work until they are at least 10 days from onset of symptoms AND over 24 hours with no respiratory/fever symptoms and no use of fever reducing medication.