Our priority is to keep you safe.

In the event of a confirmed COVID-19 infection on-site at a DOC facility/workspace or on official travel, we conduct enhanced sanitation and contact tracing activities.

Employees must report to their supervisors, as soon as possible, if they:

- Received a confirmed COVID-19 diagnosis, are presumed to be COVID-19 positive, or are exhibiting COVID-19 like symptoms AND
- Occupied an Agency facility at any time and/or was on official travel

In the event you are identified as a close contact*, follow the guidelines below:

<table>
<thead>
<tr>
<th>Fully Vaccinated Close Contacts</th>
<th>Not Fully Vaccinated Close Contacts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stay home and get tested 5 – 7 days after exposure.</td>
<td>Stay home. Get tested immediately after being identified as a close contact and again 5 – 7 days after exposure if the initial test was negative.</td>
</tr>
<tr>
<td>Keep your community safe. Wear a mask indoors in public for 14 days following exposure or until test results are negative.</td>
<td>Keep your community safe. Wear a mask at all times.</td>
</tr>
<tr>
<td>The DOC requires individuals to telework for a minimum of five days and individuals cannot return on-site until they receive a negative antigen or PCR COVID-19 test.</td>
<td>Quarantine for 14 days from the date of last known exposure and telework until you receive a negative COVID-19 test.</td>
</tr>
<tr>
<td>Monitor symptoms and seek emergency medical care if displaying any emergency warning signs.</td>
<td></td>
</tr>
</tbody>
</table>

*The DOC defines a close contact as someone who was less than 6 feet away from an infected person for a cumulative total of 15 minutes or more over a 24-hour period.

We Keep You Safe By...

Conducting disinfection and/or cleaning to affected spaces

If the person who is sick or diagnosed with COVID-19 was in the space:

- **24 hours ago**, the DOC cleans and disinfects the space.
- **More than 24 hours ago**, the DOC cleans the space unless otherwise specified by the CDC.
- **More than 3 days ago**, the DOC conducts regular cleaning practices.

Individuals are asked to vacate the affected space until disinfection and/or cleaning is complete.

Implementing contact tracing to inform close contacts and help stop the spread of COVID-19

In situations of potential or confirmed COVID-19 cases, employees should notify their supervisors and supervisors shall:

- Notify the COVID-19 Coordination Team
- Identify close contacts from two days prior to onset of symptoms

The COVID-19 Coordination team will notify close contacts of potential exposure.

Please reference CDC guidelines for more information on Cleaning and Disinfection, Contact Tracing, and Quarantine. For the latest Department resources, please visit the COVID-19 Information Hub.