

# 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:

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

\*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](#).

