



COVID-19 and Your Business Frequently Asked Questions

Question:

An employee had close contact with an individual outside of work that was infected with COVID-19. What should you do?

Answer:

- Per CDC Guidance, if an employee had close contact with someone infected with COVID-19, they should home isolate/quarantine for 14 days.
 - Healthcare providers' guidance for home isolation is required for emergency paid sick leave (E-PSL) under the Families First Coronavirus Response Act (FFCRA).
 - [Click here](#) for a flowchart to walk you through when an employee qualifies for E-PSL under the Families First Coronavirus Response Act.
- It is recommended for the employee to maintain quarantine for 14 days, or until they have received clearance from a healthcare provider. Follow CDC guidelines for return to work and the guidance from your local health department.
- Company policies for confidentiality of medical information should be to treat any medical information as a confidential medical record.
 - If asked why an employee isn't at work, simply say the employee is out for the day and leave it at that.
 - If the employee tests positive for COVID-19, you should inform employees of possible exposure, but maintain the employee's confidentiality. (i.e., tell employees that someone on the jobsite tested positive, but don't tell them who it was).
 - If the employee **does not** test positive for COVID-19 and continues to be symptom free, there is no current guidance saying you need to notify others.