



Jersey County Health Department
1307 State Hwy 109
Jerseyville, IL 62052
Equal Opportunity Employer

What to do if an employee tests positive for COVID-19?

1. Send employee home immediately (Maintaining confidentiality of the individual who tested positive, as required by the Americans with Disabilities Act)
2. Notify the local health department immediately at 618-498-9565 after hours at 618-463-2921

Be ready to work with the health department to gather important information.

The Health Department is notified whenever someone tests positive for COVID-19 in Illinois. If an employee tests positive and went to work during their infectious period (beginning two days before the start of symptoms or two days before a positive test result for people who do not have symptoms), the Health Department will call their place of work letting them know one of their employees tested positive. The employee will be asked to begin collecting the following information:

- The last day the employee worked
- A list of people who may have been in close contact (within six feet for at least 15 minutes) with the employee while at work. The Health Department will contact each person who may have had close contact to assess their risk for COVID-19 and provide information about home quarantine and the importance of getting tested.

Clean and disinfect the workplace.

If it has been less than seven days since the employee who tested positive has been in the workplace, clean and disinfect areas that were used by the employee for a long period of time. **In most cases, when appropriate steps are taken quickly, there is no need to shut down the workplace.**

How can you help prevent the spread and limit exposures in the workplace?

Temperature checks are not enough! Educating staff on all of the signs and symptoms to watch for is vital with COVID-19. Don't assume your staff knows the symptoms! As their employer it is your responsibility to inform them. Make sure they know the steps to take and who to notify if they start with symptoms.

Pre-shift symptom checks should include asking employees if they have any of the following: cough, shortness of breath, difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, or diarrhea. Temperature checks should be performed pre-shift.

Encouraging employees who come into contact with patrons or other employees to wear masks.

When can employees with COVID-19 return to work?

To know when it is safe for an employee to return to work, refer to the following two strategies:

1. For people who have symptoms, use the symptom-based strategy. Exclude from work until: at least 10 days have passed since symptoms first appeared and at least 3 days (72 hours) have passed since recovery. Recovery is when fever resolves without the use of fever-reducing medications and respiratory symptoms (like cough or shortness of breath) have improved.
2. For people who do not have symptoms, use the time-based strategy. Exclude from work until 10 days have passed since the date of their first positive COVID-19 test if they have not developed symptoms. If they develop symptoms, then use the symptom-based strategy outlined above.

When can close contacts to someone with COVID-19 return to work?

People who had close contact with someone with COVID-19 will be quarantined at home, by the local health department, for 14 days from the date of last exposure.