Employers and workers can take actions to reduce the spread of COVID-19. This document will help you follow employee health requirements for COVID-19, but should not replace talking to your healthcare provider or local health department.

### COVID-19
- COVID-19 is a respiratory illness that can cause mild or severe respiratory illnesses
- Symptoms may include cough, shortness of breath, difficulty breathing, fever (100.4°F or higher), chills, headache, sore throat, muscle ache, or loss of taste or smell

### Droplet Spread
- The virus spreads in droplets when infected people cough, sneeze, or talk; they can spread COVID-19 about 2 days before they get symptoms
- People are infected mainly when they breathe in these droplets, or touch a surface contaminated with droplets and then touch their eyes, nose, or mouth
- Cloth face coverings over the mouth and nose can help reduce the spread of droplets

### Close Contact
- Close contacts of a person with COVID-19 are at higher risk of infection if they:
  - Live in the same household or care for the ill person
  - Contact the person’s secretions (e.g., kissing, sharing utensils, coughed on, etc.)
  - Are within 6 feet of the person for about 15 minutes

### Social Distancing
- Social distancing is keeping a distance of 6 feet from other people
  - It can help reduce contact with germs that are spread through droplets
  - It can help prevent infectious illnesses when no treatment is available

### Screen for Symptoms
- Staff at greater risk for serious complications should not be required to work
- Employees who recently started experiencing the following symptoms should not work:
  - Cough
  - Shortness of breath

  **Or at least two of these symptoms**
  - Fever (100.4°F or higher)
  - Sore throat
  - Muscle aches
  - Chills

  - Repeated shaking with chills
  - Headache
  - New loss of taste or smell

### Isolation and Quarantine
- Isolation separates an ill person from others to prevent spread of the virus
- Quarantine separates a healthy (asymptomatic) person who may have been exposed to COVID-19 from others. This is done to prevent the spread of illness if the person in quarantine develops COVID-19
- People who had close contact with someone diagnosed with COVID-19 should quarantine and not work for 14-days from their last exposure, and monitor themselves for symptoms. See: What to do if you were potentially exposed to someone with confirmed COVID-19?
  - If symptoms appear: stay isolated at home away from others, except to get medical care. See: What to do if you have confirmed or suspected COVID-19.
  - If no COVID-19 symptoms appear after 14 days: leave quarantine

### Notification
- By law, the identity of a person with COVID-19 must be kept confidential
- A health professional or employer may tell contacts to quarantine themselves
- No public notification or additional food discard is required
Guidance Decision Tree for COVID-19

Are you a close contact of a COVID-19 case or do you have symptoms of COVID-19?
- Fever
- Cough
- Shortness of breath
- Sore throat
- Muscle Ache
- Headache
- Loss of taste
- Loss of smell

YES, I HAVE SYMPTOMS

FOLLOW GUIDELINES
1. Go home and stay home
2. Self-isolate from others
3. Call your doctor or 911 if you need medical assistance
4. Notify your employer

CLOSE CONTACT or a positive COVID-19 test result?

STAY HOME for at least 10 days, AND until you are fever-free for 72 hours without the use of medicine, AND your respiratory symptoms improve

NOT A CLOSE CONTACT or no known contact to COVID-19?

STAY HOME until you have been fever-free, with improvement of symptoms, for 72 hours without the use of medicine

I’M A CLOSE CONTACT, BUT I DON’T HAVE SYMPTOMS

GENERAL PUBLIC

SELF-QUARANTINE for 14 days AND watch for symptoms.
If symptoms start, STAY HOME for at least 10 days, AND until you are fever-free for 72 hours without the use of medicine, AND your respiratory symptoms improve

ESSENTIAL SERVICE WORKER

Wear a mask at all times while at work.
Screen for symptoms AND follow hand wash, hygiene, and social distancing measures.
If symptoms start, STAY HOME for at least 10 days, AND until you are fever-free for 72 hours without the use of medicine, AND your respiratory symptoms improve

If you are an employer and you are notified of a positive COVID-19 employee:
- Have the worker self-isolate at home
- Identify coworkers that may have been exposed to the COVID-19-positive worker (include up to 2 days before the worker’s onset of symptoms through their last work shift)
- Notify workers of a positive case in the establishment (maintain confidentiality of individual)
- Advise close contacts to self-quarantine at home; require essential service employees who are close contacts but are symptom-free to wear a mask or facial covering at work
- Pre-screen all workers for symptoms prior to each shift
- Increase the frequency that you disinfect surface touchpoints (keypads, door handles, etc.) and shared spaces (bathrooms, common areas). Do not share headsets, phones, drinks, or food
- Ensure employees and visitors maintain proper social distancing
- Advise staff on proper hand hygiene practices and ensure access to handwashing sinks
- No additional food disposal or public notification is required
More COVID-19 Information and Resources

Stay up-to-date on the current COVID-19 situation in Washington, Governor Inslee’s proclamations, symptoms, how it spreads, and how and when people should get tested. See our Frequently Asked Questions for more information.

The risk of COVID-19 is not connected to race, ethnicity or nationality. Stigma will not help to fight the illness. Share accurate information with others to keep rumors and misinformation from spreading.

- WA State Department of Health 2019 Novel Coronavirus Outbreak (COVID-19)
- WA State Coronavirus Response (COVID-19)
- What to do if you were potentially exposed to someone with confirmed coronavirus disease (COVID-19) from the Washington State Department of Health
- CDC Interim Guidance for Implementing Safety Practices for Critical Infrastructure Workers Who May Have Had Exposure to a Person withSuspected or Confirmed COVID-19
- Guidance on Cloth Face Coverings from the Washington State Department of Health
- Find Your Local Health Department or District
- CDC Coronavirus (COVID-19)
- Stigma Reduction Resources

Have more questions about COVID-19? Call our hotline: 1-800-525-0127. For interpretative services, press # when they answer and say your language. (Open from 6 a.m. to 10 p.m.) For questions about your own health, COVID-19 testing, or testing results, please contact your health care provider.

Contact the Food Safety Program by email at food.safety@doh.wa.gov.

To request this document in another format, call 1-800-525-0127. Deaf or hard of hearing customers, please call 711 (Washington Relay) or email civil.rights@doh.wa.gov.